IT Professional Structure Implementation

Current Activities

- **HR Directive: Salary Setting for Non-represented Information Technology Professional Structure Employees** - OFM State HR has issued a Directive, 19-01, to address salary setting for non-represented employees due to the new information technology professional structure. All state agency and higher education classified IT positions within the Washington General Service and Washington Management Service positions designated in the information technology market segment, were evaluated for possible allocation into the new ITPS. The directive is posted on the State HR website under HR Directives.
- **Transition of Current In-Training** – Identified 43 existing in training positions to transition. State HR staff (Class & Comp, Rules, Labor) reviewed the information validated by the agencies and provided guidance on the placement of each position.
- **HRMS Position Data Updates** – The general government position data has been submitted for HRMS changes. The HRMS changes are tentatively scheduled for production the last week of June. These changes are being worked with all the other required changes from collective bargaining and legislative requirements.

General Government Evaluation Results

- There are a total of 5,821 positions in the IT position evaluation tool and 9,022 evaluations have been recorded. Of the total positions, 3,655 active general government positions will transition to the ITPS. Still in the process of validating the higher education data. The results as of May 30, 2019 are:

Job Family	Entry	Journey	Senior/ Specialist	Expert	IT Manager	IT Senior Manager
Application Development	124	529	164	6	30	1
Customer Support	237	195	10	■	21	■
Data Management	26	205	74	0	18	1
IT Architecture	■	10	93	9	20	6
IT Business Analyst	33	259	33	0	11	1
IT Policy and Planning	1	8	16	0	32	37
IT Project Management	5	100	54	1	22	7
IT Security	■	66	48	3	9	5
IT Vendor Management	0	93	3	0	2	0
Network & Telecommunications	29	134	86	0	8	5
Quality Assurance	41	117	11	0	3	0
System Administration	93	442	118	2	18	4

- State HR is working with agencies to identify positions missing evaluations and finalize requested reviews. These changes will be implemented after July 1 but before the payroll cutoff for the July 25 payday. State HR will work with agencies on the process for making the required changes.

Rules & Appeals Status

- The rules included in the handout were proposed at the May 9, 2019 Director's Meeting and were adopted on a permanent basis effective July 1, 2019. A copy of the specific rules are located in the HR Professional Portal under the ITPS implementation section.

Labor Relation Status

Evaluation results for both general government and higher education will be provided to all the representative labor unions for positions moving into the ITPS. Anticipate sending to all unions by Friday, June 7, 2019.

Work group updates

- **IT Assessment Form Workgroup:** No new updates. Final review and feedback from external stakeholders still in process. When finalized, a communication will be issued and the form will be posted on the HR forms webpage. Anticipated release of the form is July 2019.
- **ITPS Governance Framework Workgroup:** Kick off meeting held May 23, 2019. The group consists of 15 HR and IT members from 11 agencies and institutions.
- **ITPS Coordinators:** Second meeting held June 4, 2019. ITPS Coordinators section created on HR Professional Portal to post information.

State HR Website Updates

- Following the June 13, 2019 Directors Meeting the State HR website (https://ofm.wa.gov/state-human-resources) will be updated with a new IT Professional Structure page. The Classified job listings page will also be updated with the new job class codes and descriptions.

Post July 1 ITPS Change Management:

State HR is working with the HR/IT Advisory Committee on reinforcing and sustaining this enterprise change. Based on community feedback and advice from the committee, an interim process will be established where agencies and institutions must consult with State HR prior to finalizing IT allocation changes. The documentation and process is under development with consultation from the advisory committee.